

~~SECRET~~[REDACTED]  
8 January 1982

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MEMORANDUM FOR: Director of Communications

FROM: [REDACTED]

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SUBJECT: [REDACTED] Monthly Report - December 1981 (S)

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1. During the month of December 1981, there were 15 groups with a total attendance of 335 in conference and training activity [REDACTED] This compares with 16 groups with a total attendance of 474 during December 1980. There are 28 groups with an estimated attendance of 513 scheduled for the month of January 1982. (U)

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3. The Real Estate Branch, RECD, has negotiated a lease for space with [REDACTED] Inc. to be used as dead storage by elements [REDACTED]

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WARNING NOTICE  
INTELLIGENCE SOURCES  
AND METHODS INVOLVED

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SUBJECT: [ ] Monthly Report - December 1981 (S)

[ ]  
The lease was signed on 1 December 1981 and beneficial occupancy will occur on 8 January 1982. The package being leased is 2,546 sq. ft. and will cost \$783.00 per month. (S) A9c5.1

[ ]

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5. The annual [ ] Consolidated Fund Drive was conducted during the month of November. Monies received totaled \$929.00. This compares with \$911.00 received in 1980. Proceeds from the drive have been distributed to local chapters of health and charitable organizations and the local Rescue Squad. (S) A9c5.1

6. The annual Welfare and Foster Care Children's Christmas Party [ ] was held on 19 December. Appreciation was reflected in the faces of all of the children. Parents and guardians expressed their gratitude [ ] (S) A9c5.1

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## Distribution:

- Orig - Addressee, DD/CO, OC-EXA, OC-P&B, OC-PS, OC-EXA/IMS
- 1 - OC-EXA/IMS
- 1 - OC-FND, OC-DND
- 1 - OC-HRMD, OC-CSD, OC-ED

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